

Statutes & Guidelines of the Itoigawa Geopark Council

Chapter 1: General Provisions

Article 1 (Name) This council shall be known as the Itoigawa Geopark Council (hereinafter referred to as the "Council").

Article 2 (Purpose) The purpose of the Council is to ensure that the Itoigawa Geopark is of high quality in accordance with the guidelines of the Global Geoparks Network, to aim for sustainable social, economic, and cultural development, and to foster a sense of local pride among citizens.

Article 3 (Business) To achieve the purposes set forth in the preceding article, the Council shall conduct the following activities:

1. Information exchange and coordination with organizations related to the Itoigawa Geopark.
2. Research and study concerning the Itoigawa Geopark.
3. Other activities necessary to achieve the purposes of the Council.

Chapter 2: Organization

Article 4 (Composition) The Council shall be composed of individuals or entities that endorse the purposes of the Council as listed in Chapter 1, Article 2.

Article 5 (Officers) The Council shall have the following officers:

1. One (1) Chairperson
2. Three (3) Vice-Chairpersons
3. Two (2) Auditors

Article 6 (Election of Officers) The Chairperson, Vice-Chairpersons, and Auditors shall be elected at the General Assembly.

Article 7 (Duties of Officers)

1. The Chairperson shall represent the Council and preside over its affairs.
2. The Vice-Chairpersons shall assist the Chairperson, and in the event that the Chairperson is unable to perform their duties, a Vice-Chairperson designated in advance by the Chairperson shall act on their behalf.
3. The Auditors shall audit the execution of business and the financial status of the Council.

Article 8 (Advisors)

1. The Council may appoint Advisors.
2. Advisors shall provide advice and guidance to the Council.

Article 9 (Term of Office)

1. The term of office for officers shall be two (2) years. However, this does not preclude reappointment.
2. In the event of a vacancy among the officers, the term of office for a replacement shall be the remaining term of their predecessor.

Chapter 3: Meetings

Article 10 (Meetings) The Council shall hold the following meetings:

1. General Assembly
2. Executive Board

Article 11 (General Assembly)

1. The General Assembly shall be composed of the Chairperson, Vice-Chairpersons, and other members.
2. The Chairperson shall convene the General Assembly and serve as the presiding officer.
3. The General Assembly shall deliberate and decide on the following matters:
 - (1) Enactment, amendment, and abolition of the Statutes & Guidelines.
 - (2) Project plans and project reports.
 - (3) Budgets and financial statements.
 - (4) Matters referred to the Executive Board.
 - (5) Other important matters.
4. The General Assembly may not hold a meeting unless a majority of members are present. However, members unable to attend may delegate their authority to a proxy or participate in voting in writing regarding matters notified in advance.
5. Decisions of the General Assembly shall be made by a majority of the members present (including those who delegated authority to a proxy or participated in writing). In the event of a tie, the presiding officer shall make the final decision.
6. The Chairperson may request Advisors to attend the General Assembly as necessary.

Article 12 (Executive Board)

1. The Executive Board shall conduct specific examinations regarding the operation of the Council.
2. The Executive Board shall deliberate on the following matters:
 - (1) Matters to be submitted to the General Assembly.
 - (2) Matters referred by the General Assembly.
 - (3) Other matters deemed necessary by the Chairperson.
3. The Executive Board shall be composed of section managers in charge of constituent organizations, administrative directors/secretaries general, or persons of equivalent standing, and shall be appointed by the Chairperson.

4. The Executive Board shall have a Representative Secretary, elected from among the Board members.
5. The Representative Secretary shall preside over the affairs of the Executive Board and report on the status of deliberations to the Chairperson as necessary.

Article 13 (Teams and Committees, etc.)

1. In order to implement project effectively and efficiently, teams or committees (hereinafter referred to as "Teams") shall be established to handle individual issues as necessary.
2. Teams shall correspond to the fields of Planning & Coordination, Conservation & Preservation, Education & Research, and Tourism Promotion, and shall conduct regular and/or temporary activities.
3. Necessary matters concerning the establishment, composition, and operation of Teams shall be determined by the Chairperson.

Chapter 4: Summary Decision by the Chairperson

Article 14 (Summary Decision by the Chairperson)

1. When there is no time to convene a General Assembly or Executive Board (hereinafter referred to as "General Assembly, etc."), or for minor matters within the authority of the General Assembly, etc., the Chairperson may make a summary decision on the matters to be resolved.
2. If the Chairperson has made a summary decision pursuant to the provisions of the preceding paragraph, they must report this to the next General Assembly, etc., and obtain its approval.

Chapter 5: Secretariat

Article 15 (Secretariat)

1. To process the administrative affairs of the Council, a Secretariat shall be established within the Commerce, Industry and Tourism Division of the Itoigawa City Department of Industry.
2. Necessary matters regarding the Secretariat shall be determined separately by the Chairperson.

Chapter 6: Accounting

Article 16 (Expenses) The expenses of the Council shall be covered by contributions from the local and regional governing bodies, public & private donations, and other sources of income.

Article 17 (Budget and Financial Results) The income and expenditure budget of the Council shall be determined by a resolution of the General Assembly, and the financial results must be audited by the Auditors and approved by the General Assembly.

Article 18 (Fiscal Year, etc.)

1. The Council's fiscal year shall begin on April 1 of each year and end on March 31 of the following year.
2. In addition to matters determined separately by the Chairperson, various regulations regarding the financial affairs of the City of Itoigawa shall apply *mutatis mutandis* to the accounting of the Council.

Chapter 7: Supplementary Provisions

Article 19 (Supplementary Provisions) In addition to the provisions of these Statutes & Guidelines, matters necessary for the operation of the Council shall be determined separately by the Chairperson.

Bylaws

1. These Statutes & Guidelines shall come into effect on October 9, 2008.
2. (Special Exception for Officer Terms) Notwithstanding the provisions of Article 9, the term of office for officers first elected after the date of enforcement of this Constitution shall be until March 31, 2010.

Bylaws These revised Statutes & Guidelines shall come into effect on June 30, 2009.

Bylaws These revised Statutes & Guidelines shall come into effect on April 21, 2010.

Bylaws These revised Statutes & Guidelines shall come into effect on May 31, 2013.

Disclaimer (Translation for Reference Purposes Only) *This document is an English translation of the original Japanese text of the Statutes & Guidelines effective as of May 31, 2013, and is provided for reference purposes only. The original Japanese text is the governing document of the Council and this English translation shall have no legal effect. In the event of any discrepancy between this translation and the original Japanese text, the original Japanese text will prevail.*

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